



Base Bulletin

Vandenberg AFB, CA 93437-0759



17 November 2004

No. 46

The Base Bulletin is published each Wednesday (except holidays). Send proposed bulletin items via e-mail to publishing.vafb@vandenberg.af.mil or to Vandenberg Publishing on the Global or via fax to DSN 276-6614 or 805-606-6614 to arrive at 30SCS/SCBP by noon on Monday (by noon the preceding Friday if a holiday occurs on Monday or Tuesday), to meet the Wednesday publishing date. Be sure to include your name, office symbol, and office phone number. Remember to include your home phone number for personal items. Your items will run for two consecutive weeks, and may be resubmitted one week after the last date it was published. Bulletins are valid for 90 days unless rescinded or superseded. Note: If an article requires a 30SW Form 400, this form must be submitted with the article, or it will not be published.

SECTION I — ADMINISTRATIVE DUTIES

Duty Chaplain: Duty phone, 6-5773. After hours, 6-9961.

Safety Hazard: Dial 5-SAFE (If off base, dial 605-SAFE).

SECTION II — OFFICIAL

1. Team Vandenberg:

a. Office Closure: The Family Support Center will be closed from 1145—1400 on Friday, 19 Nov 04, for an official event. Personnel requiring emergency Air Force Aid will be assisted. Call the Command Post at 606-9961. (30MSS/DPF)

b. Office Closure: The Military Personnel Flight will be closed from 1145—1400 on Friday, 19 Nov 04, for an official function. (30MSS/DPM)

c. Team Vandenberg Holiday Billboard Contest: Announcing the 6th Annual Team Vandenberg Holiday Billboard Contest. Let's show our Holiday and Team Vandenberg spirit by participating in this worthwhile event. Decorate a 4'x4' palette (plywood) with your organization's name, festive spirit with a Traditional Holiday theme. Use garlands, tinsel, color, snow sprays, cloth or 3D objects. Decorative materials are to be provided by the participants. Entry fee will be \$50. Please provide a POC to MSgt Adrian de Silva, 6-3122, NLT 19 Nov 04. Your 4'x4' palette is ready for pickup at Bldg 10728 located at 1221 California Blvd. This is open to all base organizations including contractors. Organizations may have multiple entries. Prizes: First place receives a check for \$150 and traditional trophy, second, \$100, and third place \$50. (30LRS/LGRVO)

d. Team Vandenberg Holiday Party: Come "Celebrate the Season" on Friday, 3 Dec 04. Team Vandenberg's Holiday Party will be located in the Pacific Coast Club Ballroom. Social hour begins at 1730 and dinner will be served at 1830. Meal choices include London broil, Chicken or Vegetarian. The Cabrillo High School Choir will provide holiday entertainment and dinner will be followed with music and dancing. There will be door prizes and a holiday scavenger hunt. A cash bar will also be available. Tickets are available through First Sergeants and unit representatives. Ticket prices are E1-E4 and GS1-4: \$8.00 single/\$14.00 per couple, E5-E6, O1-O2 and GS5-7: \$12.00 single/\$22.00 per couple, E7, O3, GS8 and up: \$20.00 single/\$38.00 per couple. Come on out and enjoy the fun! For more information contact Lt Barnhill at 6-2551 or by e-mail Melvin.Barnhill@vandenberg.af.mil. (30WS/DOR)

e. 2004 Holiday Parade And Tree Lighting Ceremony: On 7 Dec 04 the parade will begin at 1700 and will go through Main Base and East Housing. The tree lighting ceremony will begin at 1830 in front of Bldg 11777. Santa Claus will be there to greet the kids following the ceremony. All are invited! If you would like to enter a float in the parade, please e-mail 2d Lt Candida Rodriguez: candida.rodriguez@vandenberg.af.mil. (381TRSS/CSS, 6/1043)

f. Retirement Ceremony: Lt Colonel Douglas E. James, Deputy Commander, 30th Mission Support Group cordially invites you to attend a retirement ceremony honoring Mr. Kal Huler, Mr. Gary Sweet and Ms. Joyce Culliver, all of the 30th Contracting Squadron, on Thursday, 9 Dec 04, at 1100, Pacific Coast Club, Ballroom No. 3. Heavy hors d'oeuvres will be served. Cost is \$6.00. Please RSVP by 30 Nov 04 to Teresa

TEAM VANDENBERG

McGary at 6-6634 or Ellie Anderson at 6-4692. Military attire: Duty uniform. Civilians: Civilian attire. (30CONS/LGCZH)

g. Job Announcement: Family Support Center Superintendent with rank requirement of MSgt—CMSgt possessing excellent administrative and computer skills required for one-deep SDI 8C000 position in Family Support Center (FSC). Must have extensive budget management expertise, background in human relations, and the ability to communicate with peers and senior leadership. All applicants must submit copies of their last three EPRs, a chronological resume (ref: Tongue and Quill, AFH 33-337, 1 Aug 04), and a letter of recommendation from their Squadron Commander NLT 6 Dec 04 to 30MSS/DPF. AFI 36-3009, Family Support Center Program, Attachment 3, provides criteria for Deputy Director selection. Please direct all questions to Ms. Sally Galligan, FSC Flight Chief at 606-0039. (30MSS/DPF)

h. Military Equal Opportunity (MEO): The primary objective of the Equal Opportunity and Treatment (EOT) program is to improve mission effectiveness by promoting an environment free from personal, social, or institutional barriers that prevent Air Force members from rising to the highest level of responsibility possible based on their individual merit, fitness, and capability. The EOT program encourages members to use the chain of command to identify and correct unlawful discriminatory practices. This includes processing and resolving complaints of unlawful discrimination and sexual harassment. For more detailed information contact the 30th Space Wing MEO office at 6-0370. (30SW/ME)

i. Volunteers Needed: Volunteers are needed for the upcoming Volunteer Income Tax Assistance (VITA) program on Vandenberg AFB. No prior experience is required. As members of the VITA Team, volunteers are trained in the computerized preparation and electronic filing of income tax returns. Once trained, they are then called upon to provide income tax assistance to the Vandenberg Air Force base military community during the tax season. Military retired and civilian volunteers are encouraged to volunteer their free time to work. Training, starting in January, is provided for preparation of Federal and California returns. If you are interested in helping your active duty and retired military community, please call 6-3650. (30SW/JA)

j. Airmen Against Drunk Driving (AADD): Think Safety Before You Start!! Here are your choices for a safe ride home: Call AADD at 605-AADD/606-AADD for an anonymous free ride home, or get a complimentary ride from your First Sergeant when you have to be picked up. Tough decision? (30CES/CEOM, 6-7760)

2. 30th Space Communications Squadron: (30SCS)

a. New Supplement: AFI33-322_30WSUP1, **Records Management Program** is available on the VEPDL and at E-Publishing. (30SCS/SCBP, 6-7894)

b. New Communications Transport System Coming: A multi-million dollar Information Transport System (ITS) program is the works that will modernize the information transport capability at the base level. The ITS program will greatly enhance fiber optic cable connectivity and various end equipment at multiple building locations on North and South base, including the cantonment area. From 1 Nov 04 through 31 Mar 05, an ITS Survey Team will be on base to survey some 220 buildings, man holes, pull boxes, building entry points, and communications closets for upgrade. To help facilitate this survey and to accomplish their task, the 30SCS has asked that the ITS Survey Team be given the utmost cooperation from individuals within the facility, organization, or by building custodian(s). Questions regarding this activity can be directed to the Base ITS Project Manager, Mr. Ron Heard, 6-9544, the Base ITS Program Manager, Mr. Bud Webb, 5-2871, or the Base Infrastructure Manager, Mr. Joe Levins, 6-1559. (30SCS/SCXYL)

c. Video Calls Offered: Will you or a loved one be deployed, on a remote tour, or an extended TDY during this holiday season? The Video Teleconferencing Facility (VTF) and the Family Support Center (FSC) offer services to provide video communications. Active duty members and their families may be able to schedule a call between remote locations. Interested parties should contact the VTF, 605-0397 or the FSC, 606-0039 at the soonest opportunity to explore the possibility of a reservation. Home (almost) for the holidays! (30SCS/SCSVMI)

3. Traffic Management Office (TMO): (30LRS)

a. Attention TMO Customers: If you have recently arrived PCS and have household goods in storage awaiting quarters, schedule delivery of your personal property as soon as you have a firm address and move in date. Local agents may not be able to provide prompt delivery services if they are not provided sufficient lead-time. Please contact MSgt Scott at 6-0904. (30LRS/LGRT)

b. Separating, Retiring or PCSing? PLAN AHEAD! Within 30 days of receipt of orders, stop by TMO, Bldg 11777, Rm C-103 to schedule an appointment for your household goods pick-up dates. Remember, the earlier you meet with us, the greater your chances of moving on the date you initially select. As always, we will work with you to the greatest extent possible. (30LRS/LGRT, 6-0904)

4. Military Personnel Flight: (30MSS/DPMP)

a. Military Personnel Flight (MPF) Customer Walk-in Hours: The MPF Customer Service (ID Cards & Records), located in Bldg 11777/C-114, walk-in hours are: Monday, Tuesday & Thursday from 0800—1500, Wednesday from 1000—1600, and Friday from 0800—1600. All other MPF Office walk-in hours are from 0900—1500. Appointments may be made outside the times listed, by contacting the appropriate office. The MPF has mandatory Warfit Monday, Tuesday & Thursday afternoons and will stop taking new customers at 1500. For further information call SMSgt Walker at 6-7719. (30MSS/DPM1)

b. The MPF Weekly: For the most current Military Personnel information, please check out *The MPF Weekly*. The 12 Nov 04 edition of the *MPF Weekly* is now posted on the Vandenberg Intranet, link: https://intranet.vandenberg.af.mil/30_msg/30-mss/mpf/mpf_weekly/2004_archive/nov-04-12.doc (30MSS/DPM)

5. Civilian Personnel Flight: (30MSS/DPCE)

a. Voluntary Leave Transfer Program: Vandenberg AFB currently has five employees in need of donated leave. Loneta Kelly - 30MSS/DPCE, Bruce Dufresne - 2ROPS/DOUS, Christine Holly-Vickers - 30 SW/JA, Timothy L. Lovelace - 30CES/CEOF2 and Fidel G. Terrones - 30CES/CEOIE. We also have a list of over 55 other Air Force employees who are in need of your assistance. Civilian employees who would like to donate a portion of their annual leave must complete an OPM 630-A. Go by Bldg 11777, Rm B-103 to pick-up and/or turn in your form or access this form at: http://www.opm.gov/FORMS/PDF_FILL/opm630A.pdf

b. Federal Employees Health Benefits (FEHB) and Flexible Spending Account (FSA) Open Season: Open season for the FEHB and FSA has begun and runs through 13 Dec 04. Effective in 2005, in addition to the usual health benefits plans, there are 18 new deductible health plans that offer a health savings account or health reimbursement arrangement that are available to employees. To learn more about these plans, visit the OPM website at www.opm.gov/hsa. Employees must make FEHB open season elections via either the BEST automated website or phone system. To use the BEST website, go to http://www.afpc.randolph.af.mil/dpc/BEST_GRB/EBIS.htm, click on Enter the AFPC Secure Website Login, and follow the directions given. To use the BEST phone system, dial 1-800-616-3775 and follow the instructions there. Employees can obtain additional information about and enroll in FSA at <http://www.fsafeds.com/>, or by calling toll-free 1-877-372-3337. Call 6-5847 for more details. (30MSS/DPC)

6. 30th Medical Group: (30MDG, 6-7440)

a. Clinic Closure: The Vandenberg Clinic will be closed 25 Nov 04 for Thanksgiving Day and 26 Nov 04 for Family Day. For urgent needs please call 606-CARE or 888-252-3299. Please plan ahead for appointments and pharmacy refills. For more details contact Capt Luisa Clemens at 6-7440. (30MDG/SGO)

b. Glasses for the Deployed: Reminder: If you are deploying in the next few months and wear glasses, please ensure that you have up to date glasses and gas mask inserts. If you need to order glasses/gas mask inserts, please stop by the 30MDG Optometry Clinic with your medical record, or call 6-0468 for an eye exam.

c. Service Delivery Assessment (SDA): The 30th Medical Group at Vandenberg will be implementing a new process for obtaining timely feedback from our patients about their outpatient visits. An authorized individual from SDA will be telephonically contacting patients to obtain feedback on the quality of the medical services they received recently. Randomly selected patients will be called within a few days after their medical visit between the hours of 1700—2000, Monday through Friday (except holidays), and asked seven simple questions. The caller does not have access to any personal medical information nor will patients be requested to provide such information. In order for the Medical Clinic to ensure that all needs and expectations are met here at Vandenberg, full participation is encouraged. Contact TSgt Blake at 6-1846.

7. 30th Security Forces Squadron: (30SFS/SFOS, 5-0792)

Firearms Registration: IAW 30 SWI 31-101, Installation Security Program, Paragraph 14.3.1, states all base residents who own or possess firearms must register them with the Pass and Registration Office. To initiate the process, request an AF Form 1314, Firearms Registration, from your orderly room. After completing in triplicate, take the signed form to Bldg, 11777, Rm C-111. For more information, contact your Resource Protection Monitor, or call 5-0797. (30SFS/SFOSP)

8. 30th Civil Engineering Squadron: (30CES)

a. Attention All Facility Managers: Please ensure that Civil Engineering (CE) Customer Service has the correct Primary and/or Alternate Facility Manager assigned to your building. Call CE Customer Service at 6-0010 to verify the correct information is in our system. If you need to assign a Facility Manager, do so by

using the form located in the 30th Space Wing Pamphlet 32-3 attachment 1. The form must be signed by Unit Commander or equivalent and forwarded to CE Customer Service. Facility Manager training is on the third Wednesday of the month at 1000 in Bldg 11439, Rm 109, CES Conf. Rm. (30CES/CEOFP, 6-0010)

b. Appliance Safety: Any person who discards, abandons or leaves in any place accessible to children refrigerators, freezers, clothes dryers, washing machines or other appliance having a capacity of one and one-half cubic feet or more and that have not had the door removed to prevent closing and latching of the door, is guilty of a misdemeanor. Any person who knowingly permits such an appliance to remain on premises under his or her control without having the door removed to prevent closure and latching is also guilty of a misdemeanor. Therefore, the refuse contractor will not pick up any appliances in the housing area that have not had the door removed. Contact Capt Jokinen, 6-3477. (30CES/CEH)

OFFICIAL

FRANK GALLEGOS
Colonel, USAF
Commander

Karen L. Dean
Chief, Publishing Management

SECTION III — UNOFFICIAL

General Information:

a. Base Theater Marquee: The following movies will be shown at the Base Theater, Bldg 13750. Call 6-5565 for movie information or e-mail Vanessa Probert at ProbertV@aafes.com. (AAFES)

Day	Date	Movie	Rating	Opens	Starts
Friday	19 Nov 04	"Taxi"	PG-13	1830	1900
Saturday	20 Nov 04	"Friday Night Lights"	PG-13	1830	1900
Sunday	21 Nov 04	"Shark Tale"	PG	1330	1400

b. Food Service Events: For more details contact SSgt Bethany Lopez at 6-5496. (30SVS/SVMF)

Day	Date	Event	Start Time	Location(s)
Thursday	25 Nov 04	Thanksgiving Meal	1100	Beachcomber/Breakers

c. Vandenberg Spouse's Club (VSC) Cookie Express: Please help us remember our junior enlisted during the holidays by donating cookies for the **Vandenberg Spouse's Club (VSC) Cookie Express**. Drop off your cookie donations at the Pacific Coast Club on Wednesday 17 Nov 04 at 0800. For more details call the Thrift Store at 6-3128. (VSC)

d. General Membership Meeting: The Vandenberg AFB/Central Coast Chapter of Tuskegee Airmen Inc. general membership meeting is Thursday, 18 Nov 04, at 1200, at the PCC in the Enlisted Heritage Quiet Room. All active duty members, spouses, civilians, and retirees are welcome. For more information, contact Lt Ike Wright at 5-4910 or Capt John Lofton at 6-6621. (2SLS/MAFD)

e. Blood Drive: The 30th Security Forces Squadron will be sponsoring a Blood Drive on Tuesday, 23 Nov 04, at the Vandenberg Center, from 1000—1400 by appointment or walk-in. Your donation will be a gift of life. No matter what your blood type, someone who is desperately ill needs what you have to give. Save A Life!!!. Contact is SrA Patrick Hunt at 5-0765. (30SFS/SFAR)

f. The Global Hearts Group is collaboration between the Family Support Center, Chapel and Services Squadron. It is available to all active duty military families in which the member is deployed, deploying, on a remote, or on a 30+ day TDY. Please contact TSgt Sheila White, 6-0039 or SSgt Bethany Lopez, 6-5496 for more details.

g. Operation Sweet Dreams is an ongoing service for our deployed/deploying members. Just contact the Family Support Center to get a picture of your family on a pillow case that can be given to the deployed/deploying Airmen. Please contact TSgt Sheila White, 6-0039 or SSgt Bethany Lopez, 6-5496 for more details.

h. Deployed Spouses Night Starting Thursday, 2 Dec 04, Deployed Spouses Night will be back at Breakers Dining Facility every Thursday at 1800. Please contact TSgt Sheila White, 6-0039 or SSgt Bethany Lopez, 6-5496 for more details.

i. Lawn Care Service: Volunteer is needed to be the POC for the Lawn Care Service that is provided for the families of Deployed Airmen. The POC would be in charge of designating new families to an established Team and setting up the schedules for the squadron volunteers. Please contact TSgt Sheila White at the Family Support Center, 6-0039, for more information.

j. Big Brothers Big Sisters: Big Brother Big Sisters matches kids with adult volunteers who share friendship, fun and a positive role model. Come learn how to become a Big Brother or Big Sister, broaden a child's horizon, and bring a little magic into both of your lives. Our New Volunteer Orientation and Training will be held on Wednesday, 1 Dec 04, from 1130—1300 at the Family Support Center office located at 723 Nebraska Ave, Bldg. 10525 Vandenberg AFB CA. Or, please call Charlie Guzman at 735-4376 ext. 26 to learn more about becoming a Big Brother or Big Sister. RSVP!

k. Operation Kids' Christmas (OKC) Needs Escorts: This is a call for all active duty personnel who are willing to take a few hours on a Saturday to make a world of difference for needy children. The children have been selected from nearby communities. Escorts will meet at the PCC at 0900, on Saturday, 4 Dec 04, and escort a small child during the event. The festivities will end at 1300. UOD will be service dress. Mass briefings will be held for all OKC volunteers on 1-2 Dec 04 at 1530, Bldg 8290 (381 Group Aud) to discuss volunteer duties. Please come to one of the two briefings. If interested in volunteering to be an escort, e-mail Capt Charles Lever at charles.lever@vandenberg.af.mil. (392 TRS/DOC)

l. NAACP Scholarship Fundraiser: On Friday, 10 Dec 04 the Santa Maria-Lompoc Chapter of the NAACP will sponsor a Fashion Show featuring the Hamilton Vogue Esquire Models of Chicago. It will be held at the Rancho Santa Barbara Marriott Hotel, 555 McMurray Road in Buellton. Doors open at 1830. Donation is \$50 and includes dinner. For tickets and information call 1Lt Isaac Wright at 5-4910. (2SLS/MAFD)

m. Attention Military Personnel Assigned to Vandenberg: You can book 30 days ahead for the Thanksgiving and Christmas holidays and may confirm stays up to 10 days in VQ quarters for only \$28.50 per night, now until 5 Jan 05. This offer is for the friends and relatives of military personnel assigned to this base. **Going To A Holiday Party?** Spend the night at Lodging for only \$28.50 per night. You may book a VQ, 30 days in advance for your party night. To be eligible you must be active duty military/retired military or civilian (DOD) on active duty. Offers expire 5 Jan 05. Call Mike Green, 5-7831/6-1844, for 0-6/above, call 6-3711. (30SVS/SVML)

n. Catholic Single Young Adults: Are you Single? Between the ages of 21- and 40-yrs-old? And looking for a place to meet other Catholics with similar interests? Join the new Central Coast Catholic Young Adult Singles every second Thursday of the month from 1830—2030 at St Louis de Montfort in Orcutt (bring a dish to share) and fourth Thursday of the month at St Mary's in Santa Maria from 1830—2030 (cost \$5 at door for drinks & snacks). Along with our regular bi-monthly events we have one social event every month. Call or e-mail for details: Kellee Bartha at CentralCoastCatholicYoungAdults@yahoo.com or 264-4659. (CCCSYA)

Health And Wellness Center: (30MDG/HAWC, 6-2221)

a. Breastfeeding/Child Care and Prenatal/Postpartum Exercise Education: The HAWC offers several in-depth books and videos which cover everything from your baby's health to your health, including exercising during your pregnancy. Come in during our duty hours to view the videos or pick-up informative books.

b. Risk Reduction Series for Cholesterol, Diabetes and Blood Pressure Education: Weekly classes, Thursdays 1300—1500, instructed by a Registered Dietitian and Diet Technician. Topics covered include: Diabetes Life Style and Meal Planning, Cholesterol Risk and Heart Healthy Eating, High Blood Pressure Education and the DASH Diet. 1st Thursday of the month is Diabetes, 2nd Thursday, Cholesterol, and the 3rd Thursday is the High Blood Pressure Ed. The follow up classes are also on Thursdays from 1200—1300.

Chapel: (30SW/HC, 6-5773)

a. Regular Worship Schedule:

Catholic Mass:	Saturday	1700	Chapel 2	Protestant Services:			
Confessions	Saturday	1615—1645	Chapel 2	Praise & Worship	Sunday	0830	Chapel 2
Mass	Sunday	1000	Chapel 1	Gospel	Sunday	1130	Chapel 2
Daily Mass	Mon-Fri	1130	Chapel 2	Traditional	Sunday	1130	Chapel 1

b. Vandenberg Jewish Community Classes: The Vandenberg Jewish Community is offering the following classes: Children's Hebrew and Bar Mitzvah classes, adult Hebrew and religion classes. Classes are held every Tuesday night at 1800 at the Vandenberg Religious Education Center. Please call Randee Van Ness at 734-3311, for more information or to enroll.

c. Monthly Prayer Breakfast: Come and join us for our monthly prayer breakfast Thursday, 18 Nov 04, at 0630 at the Chapel 1 Annex. Col(s) Robert J. Bertino, Chief, Intelligence, 14th Air Force, will be our guest speaker.

d. Thanksgiving Services: Interfaith Thanksgiving Service on Sunday, 21 Nov 04 at 1700 in Chapel 1. Full Thanksgiving dinner served after service in the Annex. **Catholic Thanksgiving Mass** on Thursday, 25 Nov 04 at 0900 in Chapel 1. For the **Thanksgiving Holiday** weekend, there will be one **Protestant Service** held on Sunday, 28 Nov 04 at 1130 at Chapel 1. As a reminder, for all holiday weekends, the Vandenberg Chapel will have one Protestant Service on Sunday at 1130 at Chapel 1. For details contact the Chapel at 6-5773.

Family Support Center: (30MSS/DPF, 6-0039) To pre-register for all classes, workshops, and seminars, call the designated point of contact, or visit www.php-ids.com.

a. Office Hours: Family Support Center's customer service hours are from 0800—1600 except on Monday when the center will be closed for staff training from 0730-0930. Personnel requiring *emergency* Air Force Aid will be assisted. Call 6-0039.

b. BabyMeet: If you are pregnant or the parent of a baby between the age of newborn to 2 years, this is an opportunity to get together with other families for discussions and socialization. This group meets every Wednesday, 0900—1000 at the Base Library. For more details call Katie at 734-6758 or Anna at 734-6606.

c. Playtime For Tots: They meet Friday mornings at 1000-1100 at the Religious Education Center. This playgroup is for parents and their children ages 2 to 5. For more information call Jill at 757-9044.

d. Help Build Care Packages: The Family Support Center invites deployed and remote family member, units/squadron to build care packages on 22 Nov 04, 1100—1300, at Bldg 10525. You may bring one to two small items to personalize your box, the rest will be supplied by the FSC. Please contact TSgt White at 606-0039 for more information.

e. Month Of The Military Family: The Family Support Center recognizes the Month of the Military Family by providing gifts donated by Veterans of Foreign Wars. This special event will take place on Tuesday, 23 Nov 04, 0900—1600 (until supplies last) at the Base Exchange Mall. There will be a limit of five items per family.

30th Services Squadron: (30SVS/SVK, 6-0276)

Services Weekly Bulletin: Please take a look at our newly formatted Services Weekly Bulletin that will be updated weekly and can be found on our own 30th Services Squadron web site at the following link: www.30svs.com/NewFiles/documents/Bulletin_15Nov.pdf. While visiting our web site, be sure and look at all of regular Facility features including the Auto Hobby Shop Used Vehicle Lot and Information Ticket and Tours. (30SVS/SVK)

Education Center: (30MSS/DPHE, 5-5904)

a. Civilian Employee Workshops: The Civilian Training Office will be hosting two workshops on 18 Nov 04. A non-supervisory course titled, *Clear and Concise Communication*, will run from 0730—1130. Participants will learn to recognize their own communication style and learn more effective methods to deal with those who specialize in "communication roadblocks". The supervisory course titled, *Not Enough Time*, will run from 1200—1600. Supervisors and managers will learn ways to prioritize, strategies to conquer procrastination and get better control of their time. Both classes have a maximum class size of 25, so seats will be given out on a first-come, first-served basis. The courses, available to civil service employees only, will be held at the Education Center, Bldg 14007/RmD-4. To reserve please contact Ms. Barb LeFebvre at 5-5913 or by e-mail to barbara.lefebvre@vandenberg.af.mil. (30MSS/DPHE)

b. Embry Riddle Aeronautical University (ERAU): ERAU offers associate and bachelor degree programs in Professional Aeronautics (ASPA/BSPA) and Technical Mgmt (ASTM/BSTM). We offer three graduate programs: Master of Science in Mgmt (MSM), Master of Business Admin in Aviation (MBA/A) and Master of Aeronautical Science (MAS). The graduate classes are offered at our off base location at 3875F Constellation Road, Lompoc. For info regarding registration, admissions and our programs call the office at 734-4076 or 6-6557. Registration for resident classes is 14 Dec 04 until classes begin 10 Jan 05. Our application is available online at <https://app.applyyourself.com/?id=erau-ec> Stop by and see us in the Education Complex, 144 Wyoming Ave. Rm A-1. Office hours are Monday—Thursday, 0830—1730 and Friday, 0800—1200. Our e-mail is Vandenberg.Center@erau.edu. (ERAU)

Computer Training: (InDyne, 6-3771)

a. Personal Computer Systems Training: Sign up now for the new Windows XP and Outlook 2003 Overview courses. Workgroup Managers (WMs) have registration priority. To register, reply, or, e-mail PC.Training@vandenberg.af.mil. **Note:** Walk-ins are always welcomed.

b. Computer Tip: Quickly flip through Web pages: Wouldn't it be nice if you could thumb through recent Web pages as easily as you can flip through printed pages? Well, you can if you have a mouse with a

scrolling wheel. Simply hold down the SHIFT key as you roll the wheel up and down to navigate back and forth through recently accessed Web pages

c. Available Classes: Following are classes scheduled, which have open slots:

Class	Date(s)	Time	Bldg
Windows XP	Daily	0800—1100 & 1300—1600	Bldg 6510
Outlook 2003 Overview	Daily	0800, 1000, 1230, & 1430	Bldg 9360
EMSEC Training	17 Nov 04	0800—1130	Bldg 6525
LAN Access Training	17 & 29 Nov 04	1300—1630	Bldg 9360
Information Technology EC	17 Nov 04	0900—1100	Bldg 9325
LAN Access Training	22 Nov 04	0800—1100	Bldg 9360

Items For Sale:

For Sale: 2002 Honda Civic EX 4cyl, only 29k miles, automatic transmission, CD player, moon roof, everything power, spoiler, blue in color. Retail is over \$15K. A major steal for only \$8,500. Call 734-2299.

For Sale: 2000 Honda Odyssey, 58K miles, excellent condition, new tires, automatic doors, windows and alarm system, CD/cassette, asking \$16,000. Please call Tiffany at 734-6807 or Harold at 588-1145.

For Sale: 1998 Dodge 1500 quad cab 2wd, flame red Sport with all the options, Super Bee stripe and hood scoop, very nice truck. \$11,500. Call 588-9783.

For Sale: 1997 Ford Expedition XLT, 4x4, 64k miles! VG Condition, No 3rd row seats, New tires! Space #24 at Lemon Lot. PCS'ing -- Must Sell! Asking \$11,750/obo. Call 588-7530.

For Sale: 1997 VW Golf GTI VR6, 5-speed, PW, PS, PL, AC, sun/moon roof, new clutch, sound system, exhaust, intake, larger rotors, and 17" rims included. Now asking \$5,000. Call 734-1364/588-7589.

For Sale: 1996 Honda Accord, 118K miles, excellent condition, power locks & steering, asking \$5,000. Please call Tiffany at 734-6807 or Harold at 588-1145.

For Sale: 1994 Ford Ranger XLT, 105K miles, black, tinted windows, 2WD, 4 cylinder 5-spd, original owner, bed liner, pickup shell, sliding rear window, great truck. Asking \$3,500/obo. Call 740-1242.

For Sale: 1990 Cadillac El Dorado, fully loaded, excellent condition. 149,903 hwy miles. Red/white with white interior. \$3,500/obo. Call R. Knapp at 737-5677 after 1700.

For Sale: 2002 Kawasaki ZX9R, gold/black, 5K mi, Xlnt shape, new rear tire, Shoei Picotte Replica helmet, size med, Jardine exhaust, clear side markers/tail lights/bar ends, \$6,000. Call Jesse, 734-0233/717-6263.

For Sale: 1994 Honda Magna 750cc, less than 5,000 miles and runs great. Very clean bike with bug deflector and cover included. Asking \$3,500/obo. Call Jeff at 734-1700.

For Sale: 1994 Kawasaki EX 500 Ninja Motorcycle, 2669 miles, red, minor damage from being laid down, original owner, garage kept for last 8 years, needs tune up. Asking \$2,100/obo. Call 740-1242.

For Sale: 1992 Honda Shadow 1100cc, new voltage regulator, needs new back tire. Runs well. Asking \$1,800. Call Steve at 934-7882.

For Sale: 1991 Suzuki Katana 600 motorcycle. Red, new: tires, chain, mirrors, cables (choke, throttle, and clutch), and sprockets. Recently tuned up and cleaned carbs. \$1,500/obo. FMI call Ken at 734-6844.

For Sale: 2004 Trek 4500 mountain bike. Perfect condition w/300 miles. Several upgrades. Very sweet bike. \$300. Call Scott at 588-8815.

For Sale: 2004 Mustang GT tires and rims, silver painted alloys, ZR rated, 17", brand new, asking price \$499. Call Chris at 736-7501 after 1530.

For Sale: Snugtop Extra View camper shell. Fits all Ford super duty long bed. Arizona beige w/all options. Like brand new condition. Paid over \$1,700, asking \$1,200/obo. Call John at 714-8013.

For Sale: 20 Inch Diablo DS5 spinning rim kit. The Battle Axe style that came from the Spot Lowrider. These are the top of the line spinners that will fit most cars and trucks, asking \$1,000/obo. Call 735-7239.

For Sale: Pro 1 (1 7/8") dual exhaust, good condition, \$40; Hitachi 19" TV for \$10. Call 588-4753 after 1700.

For Sale: Thule ski/snowboard rain gutter mount car top rack, \$50. Ceramic face doll w/stand. Hand painted, 20 inches tall, in white dress w/bloomers, \$50. Call 937-3787.

For Sale: Dining table w/6 chairs, 78" x 40" w/18" removable leaf. Alternating grain inlay on tabletop, weather-washed hunter green table base. 2 arm chairs & 4 side chairs. Asking \$350/obo. Call 347-1333.

For Sale: Living room furniture, couch, loveseat and recliner, good condition, \$500 for all pieces. Please call 757-8218 and ask to speak to Cynthia.

For Sale: Kenmore Elite washer & dryer, king size, heavy duty, w/Quiet Pak II, Ultra Rinse, 3-spd motor w/6-spd combinations. Dryer has auto moisture sensing. \$300 ea/\$550 both. Call Brian, 735-6779/478-2822.

For Sale: Couch, \$50/obo; computer desk, \$20/obo; end table, \$10/obo. Call 734-1133.

For Sale: Corner computer desk w/lots of storage, \$60; like new washer & dryer, \$300 for both available on 04 Dec 04; treadmill, \$40; freezer, \$40. Please call Tiffany at 734-6807/588-1145.

For Sale: Elliptical Machine \$350. Digital controls, barely used. No room in new house. Call 574-0746.

For Sale: Total Gym 1000, \$100; 20" 5- & 10-spd bikes, \$25 ea.; 26" 18-speed bike, \$30. Dresser w/mirror & 2 night stands, \$50; chest/book shelf, \$60; metal bunk bed w/futon, \$150. FMI call 737-4477/588-4336.

For Sale: (2) toddler boy's bikes \$20 each/obo. Call 588-9113.

For Sale: AKC Yellow Labrador retriever, 10-month-old female with registration papers, and crate. Must sell due to PCS move, \$200. Call 734-2371 for more info.

Free: Free - to a good home, 1-year-old male chocolate Labrador retriever. AKC papers. We don't have time to devote to this wonderful guy. Call, leave message, w/Jimmy, 588-6620/Pat, 478-5646. All calls returned.

Free: Free - to good homes, the cutest dwarf hamsters on base. Ages 4- and 8-weeks-old. Well fed and taken care of. I have too many, some white. Call Doug & Rana at 734-6947.

Lost: Vivitar Digital Camera. Lost at Air Show or on bus returning to Base Housing. \$25 reward, please call 734-2555.